

PUBLIC WORKS MAINTENANCE WORKER

DEFINITION

Under general supervision, to perform a variety of assignments in the maintenance, repair, and construction of streets, landscaped areas, and drainage systems; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This is the first experienced working level in the Public Works Maintenance Worker - Equipment Operator class series. Incumbents are assigned to a variety of maintenance, repair, and construction assignments on Town streets, curbs, gutters, drainage systems, sidewalks, buildings, and landscaped areas. They do not have the same level of equipment operation responsibilities as incumbents assigned to the Equipment Operator class. They may operate equipment in a training capacity, or, on an emergency basis.

REPORTS TO

Public Works Maintenance Superintendent.

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

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EXAMPLES OF DUTIES

Performs a variety of unskilled and semi-skilled duties in the maintenance, construction, and repair of Town streets, curbs, gutters, drainage areas, landscaped areas, and buildings; patches potholes using a variety of materials and tools; repairs low shoulders; crack seals roads; breaks out damaged sidewalk, curb, and gutter and replaces concrete; cleans storm drains and culverts; removes and replaces old culverts; mows shoulders and right-of-ways using mowing equipment; applies herbicides under the direction of certified personnel; cleans concrete ditches; removes and replaces road signs and markers; installs ceramic dots on the center line of streets; installs hydrant markers; stencils and paints crosswalks and street markings; stripes center lines and fog markings; paints curbs; performs tree trimming; removes dead and fallen trees; assists with equipment and vehicle maintenance; removes trash from the Town right-of-way; performs minor bridge maintenance; keeps creeks clear of debris; performs routine building maintenance; maintains, operates, and repairs sprinkler and drip systems; takes debris to the County landfill; responds to emergency call outs; responds to citizen complaints, taking appropriate action; operates hand tools such as chain saws; may drive vehicles to transport materials, tools, and equipment; serves as a flagperson for repair and maintenance crews.

TYPICAL PHYSICAL REQUIREMENTS

Frequently stand and walk; sit for extended periods; ability to stoop, kneel or crouch to pick up or move objects; walk for long distances and on sloped ground and uneven surfaces; lift and move objects weighing over 100 pounds with assistance; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of a variety of hand tools and equipment.

TYPICAL WORKING CONDITIONS

Work is performed outdoors in varying temperature, weather, and humidity conditions; work is performed in environment with constant noise; exposure to grease and oils; exposure to moving equipment; exposure to electrical current; constant contact with staff and the public.

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DESIRABLE QUALIFICATIONS

Knowledge of:

- Procedures, tools, equipment, and materials used in the maintenance and construction of streets, drainage areas, curbs, and gutters.
- Landscape maintenance.
- Provisions of the California Vehicle Code relating to the operation of vehicles.
- Work safety methods and programs.

Ability to:

- Perform a variety of unskilled and semi-skilled work in the maintenance, construction, and repair of Town streets, culverts, curbs, gutters, landscaped areas, and public works facilities.
- Maintain basic records.
- Perform heavy physical labor.
- Follow oral and written directions.
- Maintain and make basic repairs to equipment.
- Establish and maintain cooperative working relationships.

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Training and Experience: Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

One (1) year of street, landscape, and drainage area maintenance work experience.

Special Requirements: Possession of an appropriate valid and current California Driver's License required to meet the performance requirements of the position.